

Planning & Design Studio 1250 Market Street Suite 3010 Chattanooga, TN 37402

(423)668-2262

Fax: (423)668-2278

**TDD** No: (423)757-0011

### APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

		This area for office use only
Ca	se No. ————	Staff Approved
Date		CHZC Review
_		
1.	Property Addre	ss:
2.	Name of Owner	:
_,		Zip Code:
		:Fax #:
3.	Architect/Contr	ractor:
٠.		Zip Code:
		: Fax #:
4.	Proposed work i	is (shogh):
••		Exterior Building Alteration
		New Construction
	υ. <u></u>	
		1) Primary Structure
		2) Outbuilding/Garage
		3) Addition
	C .	4) Other: Site Improvement
	<u> </u>	1) Fence 2) Wall
		3) Other:
	D	
		l) Whole Primary Structure
		2) —— Part of Primary Structure
		3) —— Outbuilding
	E	•
	<u> </u>	Newcalloff



Planning & Design Studio 1250 Market Street Suite 3010 Chattanooga, TN 37402

(423)668-2262

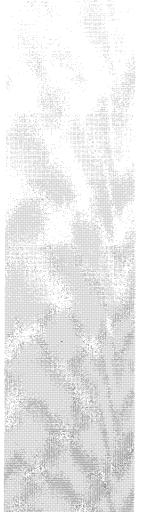
Fax: (423)668-2278

TDD No: (423)757-0011

### **APPLICATION FOR CERTIFICATE OF APPROPRIATENESS**

Case No.	Date
District	
Property Address	

5. Please describe in detail all work to be done for each item checked on the COA Application form. Copies of all material submitted with an application are retained by the Chattanooga Historical Zoning Commission.



Signature of APPLICANT \_

The undersigned does hereby declare that the statements contained in this document are true and correct to the best of his/her knowledge, information and belief.

Signature of OWNER	 Date

\_ Date\_

Return application to: Design Review, Planning & Design Studio, Development Resource Center, 1250 Market St., Suite 3010, Chattanooga, TN 37402-2713. The Chattanooga Historic Zoning Commission meets on the third Thursday of each month in the Planning & Design Studio.

Applications must be submitted in ten (10) working days prior to the meeting. Please call 423-668-2262 with any questions. Applications can be picked up at the Planning and Design Studio, or downloaded from <a href="http://www.chcrpa.org">http://www.chcrpa.org</a>. Applications may be returned in person or faxed to Design Review at 423-668-2278.

### Chattanooga Historic Zoning Commission

# COA Application Requirements

Plans and information shall be submitted as part of an application for a Certificate of Appropriateness (COA), according to the chart below. Plans must show height, width, roof form and pitch, material type, material dimensions, details, and site features. Architectural plans shall be at a minimum scale of 1/4" = 1'. Site plans shall be at a minimum scale of 1" = 20'. Plans do not need to be drawn by an architect or draftsperson. Two sets of plans shall be submitted. One at full-scale and one at half-scale.

Project	Required Information		
Primary Structure, new construction or alteration	☐ Site Plan ☐ Front Elevation ☐ Side Elevations ☐ Rear Elevation ☐ List of Materials		
Garage or Outbuilding, new construction or alteration	☐ Site Plan ☐ Front Elevation ☐ Side Elevations ☐ List of Materials		
Fence Construction	☐ Site Plan ☐ Fence Elevation ☐ Gate Elevation(s) (if applicable		
Demolition	<ul> <li>□ Site Plan</li> <li>□ Explanation of reasons for proposed demolition</li> <li>★ A contractor's rehabilitation estimate, documented attempts for sale, and other supporting information may be required.</li> </ul>		
Site Improvement	☐ Site Plan		
Relocation	☐ Site Plans for both sites		

#### Chattanooga Local Historic Districts

- -Battery Place
- -Ferger Place
- -Fort Wood
- -St. Elmo

## Work reviewed in Historic Preservation (HP) Districts

- New Construction
- Exterior Alterations
- Site Improvements
- Demolition
- Relocation of Structures

Contact staff with questions about the reviewable work for a particular project. (423) 668-2262